



**2014 Help America Vote Act
Accessibility Grant Application
HHS Grant**

**Indiana Secretary of State,
Connie Lawson**

July 30, 2014

HAVA Accessibility Re-imbursement Application

Date issued: July 30, 2014

The Indiana Secretary of State has been awarded funds from a grant established under the Help America Vote Act of 2002 (HAVA). This grant is administered by the Administration on Developmental Disabilities of the United States Department of Health and Human Services. The purpose of the grant is to improve access to polling places as required by state law and HAVA. Indiana's awards from this program for Federal Fiscal years 2003-2013 have totaled over \$2,364,808.29. Funds from this grant have been used to pay expenses incurred: 1) to conduct a survey of Indiana's polling locations, 2) for training, education and outreach expenses related to accessibility matters, 3) to purchase items used by many counties to help improve the accessibility of their polling places, and 4) as reimbursements to counties that made additional improvements to polling places.

Again this year the office will continue to make the 2009 program available to Indiana's 92 counties. The Indiana Secretary of State will offer grants on a first-come, first-served basis. There will be a total of \$258,900.00 grant money available. This process is intended to encourage counties to improve the accessibility of their polling places regardless of the number of precincts and make voting more accessible for the disabilities community. Counties will be eligible for **one** 2014 grant. Grant dollars not awarded will remain in the state's account for future accessibility needs.

Under this program, counties will be required to use their own funds to complete projects that exceed the grant award. If the entire grant is not used, the county may retain the funds for future accessibility improvements. It is the intent of our office to continue to apply annually to receive these funds from the federal government when they are made available. Likewise, future opportunities at obtaining grant funds on the local level will likely be made available to you.

These grants may be used to pay for county-owned, privately-owned or not-for-profit-owned facilities as long as they are used as polling places. These grants may also be used to improve accessibility or other features of the election process for the disabled. The grant may be collected by the county on behalf of the private owner and then distributed to said owner. **It is strongly advised that the county and facility owner sign an agreement that allows for the continued use of the facility as a polling place if these grant funds are paid for any accessibility upgrades.** Counties may be required to pay back funds used on a facility where accessibility improvements were made but is no longer a polling place. Improvements made to facilities no longer used as polling places are not eligible for re-imbursement. This grant **cannot** be used for the purchase of voting systems or the purchase or lease of electronic poll books.

In order for a county to be considered for an available grant, the attached contact information and a project plan with cost estimates or a budget will be required. **Grants are for re-imbursement only. As the payment date is uncertain, do not make your plan with the idea of paying the vendor with grant funds before the**

product is purchased. Applications will be reviewed and approved by a representative of the office of the Indiana Secretary of State and Co-Directors of the Indiana Election Division. Preferences for competing applications will be determined by: 1) the application's submission date and time, 2) the reasonableness of the project plan, and 3) the project's budget.

Applications must be received by 5:00 pm (Indianapolis time), September 5th, 2014.

Counties will be notified of their grant award upon approval of a county's application, and **re-imbursements** will be made in a timely manner.

Your completed application may be scanned and e-mailed (havaadministrator@sos.IN.gov), faxed (317-972-0137) or snail mailed to:

Marsha S. Carrington, Indiana Election Administrator
Indiana Secretary of State Connie Lawson
302 West Washington Street, Room E-111
Indianapolis, Indiana 46204

If you have questions, please call Marsha at (317) 234-8683, or e-mail her at havaadministrator@sos.IN.gov.

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County Polling Place Accessibility Re-imbursement Application
July 30, 2014

County _____

Contact Information:

Name _____

Title _____

Address _____

Address _____

Phone _____

Fax _____

E-Mail _____

Please include a project plan and budget on a separate sheet for your accessibility improvements.